



# COUNTY OF LOS ANGELES

## FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE  
LOS ANGELES, CALIFORNIA 90063-3294

DARYL L. OSBY  
FIRE CHIEF  
FORESTER & FIRE WARDEN

April 7, 2015

TO: EACH SUPERVISOR

FROM: DARYL L. OSBY, FIRE CHIEF

### FLEET MAINTENANCE AND REPAIR SERVICES SOLICITATION

This memo is to provide your Honorable Board with an update of the Consolidated Fire Protection District of Los Angeles County's (District) revised Fleet Maintenance and Repair Services Prop A Request for Proposals (RFP) and our efforts to encourage local and small businesses to submit proposals and/or to participate as subcontractors.

On May 6, 2014, the District released an RFP with a Statement of Work (SOW) that solicited one vendor who could provide multiple fleet maintenance and repair services through multiple facilities. Due to concerns expressed by small business vendors regarding their ability to meet the RFP's requirements, the District cancelled the RFP on June 10, 2014.

The characteristics of the original RFP was deemed to be the most cost-effective approach; however, small business vendors were challenged to compete as designed. The District met with internal and external stakeholders and assured them that we would redesign the solicitation process to enable large and small vendors to compete while maintaining an efficient, cost-effective solution for the District.

The District and County Counsel re-examined the fifteen maintenance and repair services categories that were included in our original RFP and determined that nine of the fifteen service categories qualify for a Prop A exemption because they were used part time and intermittently.

SERVING THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY AND THE CITIES OF:

AGOURA HILLS  
ARTESIA  
AZUSA  
BALDWIN PARK  
BELL  
BELL GARDENS  
BELLFLOWER  
BRADBURY

CALABASAS  
CARSON  
CERRITOS  
CLAREMONT  
COMMERCE  
COVINA  
CUDAHY

DIAMOND BAR  
DUARTE  
EL MONTE  
GARDENA  
GLENDALE  
HAWAIIAN GARDENS  
HAWTHORNE

HIDDEN HILLS  
HUNTINGTON PARK  
INDUSTRY  
INGLEWOOD  
IRWINDALE  
LA CANADA FLINTRIDGE  
LA HABRA

LA MIRADA  
LA PUENTE  
LAKEWOOD  
LANCASTER  
LAWDALE  
LOMITA  
LYNWOOD

MALIBU  
MAYWOOD  
NORWALK  
PALMDALE  
PALOS VERDES ESTATES  
PARAMOUNT  
PICO RIVERA

POMONA  
RANCHO PALOS VERDES  
ROLLING HILLS  
ROLLING HILLS ESTATES  
ROSEMEAD  
SAN DIMAS  
SANTA CLARITA

SIGNAL HILL  
SOUTH EL MONTE  
SOUTH GATE  
TEMPLE CITY  
WALNUT  
WEST HOLLYWOOD  
WESTLAKE VILLAGE  
WHITTIER

The following solicitation plan is recommended as it provides opportunities for the small business vendors that did not exist in the original RFP:

- One RFP pursuant to the requirements of Prop A to cover six service categories (See attachment).
- Nine individual Invitation for Bids (IFB) solicited separately as exempt from Prop A to cover each of the nine service categories reflected on the attached listing. It should be noted that three of the nine service categories may be solicited on a regional basis.

The current master agreements expire on September 28, 2015. The timeframe to complete the Prop A solicitation is approximately twelve months. Barring any unforeseen setbacks, the District anticipates adhering to the following timeline:

- Week of June 1, 2015 - Release the Prop A solicitation
- Week of July 13, 2015 - Close the Prop A solicitation
- April 2016 - Request Board adoption of new contract

Due to the additional requirements of a Prop A solicitation, the District will need to request an extension of the current master agreements until the new contracts are adopted. The District will return to your Board with this request within the next few months.

Since Prop A exempt solicitations have fewer requirements and the timeframe is approximately nine months, it is anticipated these solicitations will be released, closed, and awarded prior to the Prop A solicitation.

In response to the concerns expressed by small business vendors at the prior Board meetings, the District provided two RFP workshops for vendors in August 2014. The workshops consisted of an overview of the RFP process, proposal preparation, Prop A overview, Living Wage requirements, subcontracting information, as well as a question and answer session. The District will also hold a Public Information Conference and post an informational webpage on the District's website prior to the release of the solicitations. These actions are in alignment with the County's Strategic Plan Goal 2, Community Support and Responsiveness, and aim to further ensure the public has access to all solicitation documents and is well informed of the new process.

Each Supervisor  
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If you have any questions regarding this matter, please contact me or your staff may contact Dawnna B. Lawrence, Acting Chief Deputy of Business Operations, at (323) 881-2478.

DLO:cs

Attachment

c: Sachi Hamai  
Jim Jones  
Sheila Williams  
Ben Polk  
Derric Johnson  
Sherry Gold  
Rick Velasquez  
Sussy Nemer  
County Counsel  
Internal Services Department



## FLEET SERVICE CATEGORY LISTING

	CATEGORY	SOLICITATION TYPE	SUBJECT TO PROP A?	REGIONAL?
1	TIRE SERVICE	IFB	NO	YES
2	VEHICLE TOWING AND ROADSIDE SERVICE	IFB	NO	YES
3	BODY FRAME AND PAINT REPAIR (RED VEHICLES)	IFB	NO	YES
4	GLASS AND UPHOLSTERY	IFB	NO	NO
5	DIESEL ENGINE SHORT & LONG BLOCK AND INTERNAL COMPONENT OVERHAUL & REPAIR	IFB	NO	NO
6	ALLISON TRANSMISSION OVERHAUL AND REPAIR	IFB	NO	NO
7	BRAKE, CLUTCH AND DRIVETRAIN COMPONENT OVERHAUL AND REPAIR	IFB	NO	NO
8	MOBILE AIR CONDITIONING SERVICE	IFB	NO	NO
9	OFF HIGHWAY EQUIPMENT SERVICES AND AERIAL DEVICE REPAIR	IFB	NO	NO
10	LIGHT AND MEDIUM VEHICLE REPAIR	RFP	YES	NO
11	HEAVY TRUCK REPAIR	RFP	YES	NO
12	BODY FRAME AND PAINT REPAIR (NON-RED VEHICLES)	RFP	YES	NO
13	VEHICLE WASH AND DETAILING SERVICES	RFP	YES	NO
14	ENGINE EXTERNAL COMPONENT REPAIR	RFP	YES	NO
15	OUTFITTING AND EMERGENCY EQUIPMENT SERVICE	RFP	YES	NO